
Tobin & Co.

Grand Traverse Fire Department

Rural Division

Audit Report

For the Year Ended December 31, 2007

Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended and P.A. 71 of 1919, as amended.

Local Unit of Government Type <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Twp <input type="checkbox"/> Village <input checked="" type="checkbox"/> Other		Local Unit Name Grand Traverse Fire Department Rural Division	County Grand Traverse
Fiscal Year End 12/31/07	Opinion Date 3/19/08	Date Audit Report Submitted to State 3/27/08	

We affirm that:

We are certified public accountants licensed to practice in Michigan.

We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).

YES ☒ NO ☐

Check each applicable box below. (See instructions for further detail.)

1. ☒ ☐ All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.
2. ☒ ☐ There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P.A. 275 of 1980) or the local unit has not exceeded its budget for expenditures.
3. ☒ ☐ The local unit is in compliance with the Uniform Chart of Accounts issued by the Department of Treasury.
4. ☒ ☐ The local unit has adopted a budget for all required funds.
5. ☒ ☐ A public hearing on the budget was held in accordance with State statute.
6. ☒ ☐ The local unit has not violated the Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, or other guidance as issued by the Local Audit and Finance Division.
7. ☐ ☐ The local unit has not been delinquent in distributing tax revenues that were collected for another taxing unit.
8. ☒ ☐ The local unit only holds deposits/investments that comply with statutory requirements.
9. ☒ ☐ The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the *Bulletin for Audits of Local Units of Government in Michigan*, as revised (see Appendix H of Bulletin).
10. ☒ ☐ There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover.
11. ☐ ☒ The local unit is free of repeated comments from previous years.
12. ☒ ☐ The audit opinion is UNQUALIFIED.
13. ☒ ☐ The local unit has complied with GASB 34 or GASB 34 as modified by MCGAA Statement #7 and other generally accepted accounting principles (GAAP).
14. ☒ ☐ The board or council approves all invoices prior to payment as required by charter or statute.
15. ☒ ☐ To our knowledge, bank reconciliations that were reviewed were performed timely.

If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.

I, the undersigned, certify that this statement is complete and accurate in all respects.

We have enclosed the following:	Enclosed	Not Required (enter a brief justification)		
Financial Statements	<input checked="" type="checkbox"/>			
The letter of Comments and Recommendations	<input checked="" type="checkbox"/>			
Other (Describe)	<input type="checkbox"/>			
Certified Public Accountant (Firm Name) TOBIN & CO., P.C.		Telephone Number		
Street Address 400 E. EIGHTH ST.				
TRAVERSE CITY, MI 49686-2668		City	State	Zip
231-947-0151				
Authorizing CPA Signature <i>David L. Basten</i>	Printed Name David L. Basten		License Number 1101013418	

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INTRODUCTORY SECTION

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Comments and Recommendations

In connection with our audit of the financial statements of the Grand Traverse Fire Department – Rural Division, for the year ended December 31, 2007, we submit the following comments and recommendations. This section is intended to take the place of a separate management letter.

General

The records were maintained in good condition by the Fire Department's accountant. Bank accounts were reconciled monthly, journals and ledgers were properly posted, and supporting documents and follow-up procedures were adequate. Monthly financial and budget status reports were presented to the Board. Your accountant's efforts in this area are commendable.

Budgets and Procedures

The procedures utilized in budget preparation, adoption and management were good. No violations of Act 621 of 1978 were noted. Budgets were adopted for the General Fund and Special Revenue Funds.

Capital Assets

The Rural Division Fire Department apparently owns no land or buildings. The Townships serviced by the Fire Department own and maintain their own fire stations, which are utilized by the Fire Department for its vehicles and equipment. Most vehicles and equipment are purchased, owned and maintained by the Rural Division Fire Department, which maintains records of its capital assets, and the participating units maintain records of assets to which they have title. Some assets are possibly recorded at estimated or replacement value, due to lack of historical data; however, new purchases are recorded at acquisition cost.

Insurance and Bonds

The Department has insurance coverage for fire, liability, automobile, equipment and workmen's compensation. Coverage was reviewed during the audit year. There is surety bond coverage for the five employees plus a blanket bond.

Receipting

Official pre-numbered receipts are utilized when income is received. Predominantly, revenue is received from Townships served by the Department. Bank deposit slips, copies of payor checks, and remittance advices are kept for support.

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Comments and Recommendations

Board Minutes

Board minutes were maintained in good order.

General Fund

For the audit year, revenue and a transfer from the Equipment Replacement Fund exceeded expenditures by \$123,265, and the fund balance was \$353,723 at December 31, 2007.

Equipment Replacement Fund

This fund was established to account for a grant from the Grand Traverse Band of Ottawa and Chippewa Indians. The Department purchased SCBA and other equipment in accordance with provision of the grant. The balance in the fund was \$11 at December 31, 2007 which consists of the undisbursed portion of interest earned on invested funds.

Public Improvement Fund

This fund was established to account for non-grant monies set aside for capital purchases. The fund earned interest of \$3,391. The amount of the fund balance was \$86,563 at December 31, 2007.

Cash Disbursements

In reviewing a sample of cash disbursements, we were unable to find backup invoices for \$430.64 of disbursements and noted payment of \$273.43 for local restaurants.

Payroll Procedures

Department payroll records were in good order.

Other Data

After the completion of our audit, we will mail two (2) copies of this report to the State Department of Treasury.

We appreciate the courtesy extended our field auditor in the course of this examination. Your confidence is respected, and please contact us if any questions arise.

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FINANCIAL SECTION

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REPORT OF INDEPENDENT AUDITOR

Grand Traverse Fire Department
Rural Division
Traverse City, Michigan 49686

We have audited the accompanying basic financial statements of Grand Traverse Fire Department – Rural Division as of and for the year ended December 31, 2007, as listed in the Table of Contents. These financial statements are the responsibility of the Department's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Grand Traverse Fire Department – Rural Division at December 31, 2007, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The budgetary comparison schedules, as identified in the table of contents, are not a required part of the basic financial statements but are supplemental information required by the Governmental Accounting Standards Board. The supplemental information has been subjected to the auditing procedures applied to the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The accompanying financial statements do not present a Management's Discussion and Analysis, which would be an analysis of the financial performance for the year. The Governmental Accounting Standards Board has determined that this analysis is necessary to supplement, although not required to be a part of, the basic financial statements.



Tobin & Co., P.C.
March 19, 2008

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Grand Traverse Fire Department – Rural Division

Statement of Net Assets

December 31, 2007

	<u>Primary Government</u>
	<u>Governmental Activities and Total</u>
<u>Assets</u>	
Cash	\$ 431,428
Prepaid Expenses	8,869
Capital Assets	
Other Capital Assets, Net of Depreciation	<u>2,083,762</u>
Total Assets	<u>2,524,059</u>
<u>Liabilities</u>	
Accounts Payable	5,400
Long-term Liabilities:	
Due Within One Year	160,825
Due in More Than One Year	<u>523,292</u>
Total Liabilities	<u>689,517</u>
<u>Net Assets</u>	
Invested in Capital Assets, Net of Related Debt	1,399,645
Unrestricted	<u>434,897</u>
Total Net Assets	<u>\$ 1,834,542</u>

The Notes to the Financial Statements are an integral part of this statement.

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Grand Traverse Fire Department – Rural Division

Statement of Activities

For the Year Ended December 31, 2007

Functions/Programs	<u>Expenses</u>	<u>Program Revenues</u>		<u>Total</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Governmental Activities:				
Public Safety	\$ <u>908,061</u>	\$ <u>5,760</u>	\$ <u>930,956</u>	\$ <u>28,655</u>
Total Governmental Activities	\$ <u>908,061</u>	\$ <u>5,760</u>	\$ <u>930,956</u>	<u>28,655</u>
General Revenues:				
Gain on Sale of Capital Assets				26,901
Unrestricted Investment Earnings				22,727
Miscellaneous				<u>9,981</u>
Total General Revenues				59,609
Change in Net Assets				88,264
Net Assets – Beginning				<u>1,746,278</u>
Net Assets – Ending				<u>\$ 1,834,542</u>

The Notes to the Financial Statements are an integral part of this statement.

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Grand Traverse Fire Department – Rural Division

Balance Sheet

Governmental Funds

December 31, 2007

<u>Assets</u>	<u>General</u>	<u>Public Improvement Fund</u>	<u>Other</u>	<u>Total</u>
Cash in Bank	\$ 344,754	\$ 86,563	\$ 11	\$ 431,328
Petty Cash	100	-	-	100
Prepaid Expenses	<u>8,869</u>	<u>-</u>	<u>-</u>	<u>8,869</u>
Total Assets	<u>\$ 353,723</u>	<u>\$ 86,563</u>	<u>\$ 11</u>	<u>\$ 440,297</u>

Liabilities and Fund Balances

Liabilities:

Accounts Payable	\$ 5,400	\$ -	\$ -	\$ 5,400
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Total Liabilities	<u>5,400</u>	<u>-</u>	<u>-</u>	<u>5,400</u>
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Fund Balances:

Unreserved	348,323	86,563	-	434,886
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Unreserved reported
in nonmajor:

Special Revenue Funds	<u>-</u>	<u>-</u>	<u>11</u>	<u>11</u>
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Total Fund Balances	<u>348,323</u>	<u>86,563</u>	<u>11</u>	<u>434,897</u>
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Total Liabilities and Fund

Balances	<u>\$ 353,723</u>	<u>\$ 86,563</u>	<u>\$ 11</u>
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Amounts reported for governmental activities on the statement of net assets
are different because:

Capital assets used in governmental activities are not financial resources and
therefore are not reported in the funds. 2,083,762

Long-term liabilities do not use current financial resources and therefore are
not reported in the funds. (684,117)

Net Assets	<u>\$ 1,834,542</u>
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The Notes to the Financial Statements are an integral part of this statement.

Tobin & Co.

Grand Traverse Fire Department – Rural Division Statement of Revenues, Expenditures and Changes in Fund Balances Governmental Funds For the Year Ended December 31, 2007

	General	Public Improvement Fund	Other	Total
<u>Revenues</u>				
Contributions from Local Units	\$ 930,956	\$ -	\$ -	\$ 930,956
Charges for Services	5,760	-	-	5,760
Interest and Rents	19,336	3,391	-	22,727
Other	<u>36,882</u>	<u>-</u>	<u>-</u>	<u>36,882</u>
Total	<u>992,934</u>	<u>3,391</u>	<u>-</u>	<u>996,325</u>
<u>Expenditures</u>				
Personnel	222,615	-	-	222,615
Commodities	65,527	-	-	65,527
Contractual Services	24,978	-	-	24,978
Other Charges	295,735	-	-	295,735
Capital Outlay	71,637	-	-	71,637
Debt Service	<u>189,763</u>	<u>-</u>	<u>-</u>	<u>189,763</u>
Total	<u>870,255</u>	<u>-</u>	<u>-</u>	<u>870,255</u>
<u>Excess Revenues (Expenditures)</u>	122,679	3,391	-	126,070
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	586	-	-	586
Operating Transfers (Out)	<u>-</u>	<u>-</u>	<u>(586)</u>	<u>(586)</u>
Total	<u>586</u>	<u>-</u>	<u>(586)</u>	<u>-</u>
<u>Excess Revenues (Expenditures) and Other Financing Sources (Uses)</u>	123,265	3,391	(586)	126,070
Fund Balance -- Beg. of Year	<u>225,058</u>	<u>83,172</u>	<u>597</u>	
Fund Balance -- End of Year	<u>\$ 348,323</u>	<u>\$ 86,563</u>	<u>\$ 11</u>	

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets over their estimated useful lives are reported as depreciation expense.

This is the amount by which depreciation expense exceeded capital outlays.

(196,377)

Repayment of note principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. This is the amount of repayment during the period.

155,529

Payment of long-term compensated absences payable during the period is an expenditure in the Governmental funds, but reduces long-term liabilities in the statement of net assets.

3,042

Change in net assets of governmental activities.

\$ 88,264

The Notes to the Financial Statements are an integral part of this statement.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Notes to Financial Statements

December 31, 2007

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Department's basic financial statements include the accounts of all Department operations. The criteria for including organizations within the Department's reporting entity, as set forth in GASB No. 14, "*The Financial Reporting Entity*", is financial accountability. Financial accountability is defined as appointment of a voting majority of the component unit's Board and either the ability to impose will by the primary government or the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government.

Based on the above criteria, there are no other organizations included in these financial statements.

B. Basis of Presentation

The government-wide financial statements (the statement of net assets and the statement of activities) report information on all of the activities of the Department. The effect of interfund activity, within the governmental activities column, has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific program. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given program and 2) operating or capital grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements:

The Department segregates transactions related to certain functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. These statements present each major fund as a separate column on the fund financial statements; all non-major funds are aggregated and presented in a single column.

Governmental funds are those funds through which most governmental functions typically are financed. The measurement focus of governmental funds is on the sources, uses and balance of current financial resources. The Department has presented the following governmental funds:

General Fund -- This fund is used to account for all financial transactions not accounted for in another fund, including the general operating expenditures of the Department. Revenues are derived primarily from local distributions or grants.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Notes to Financial Statements

December 31, 2007

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Basis of Presentation (Continued)

Special Revenue Funds – These funds are used to account for specific governmental revenues (other than expendable trusts and major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

C. Measurement Focus/Basis of Accounting

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

The government-wide statements are reported using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus means all assets and liabilities (whether current or non-current) are included on the statement of net assets and the operating statements present increases (revenues) and decreases (expenses) in net total assets. Under the accrual basis of accounting, revenues are recognized when earned. Expenses are recognized at the time the liability is incurred.

Governmental fund financial statements are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual; i.e., when they become both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. A one-year availability period is used for recognition of all governmental fund revenues. Expenditures are recorded when the related fund liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences are recorded only when payment is due.

The revenue susceptible to accrual are charges for service, interest income and intergovernmental revenues. All other governmental fund revenues are recognized when received.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Notes to Financial Statements

December 31, 2007

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Budgets

The General Fund and Special Revenue Funds are under formal budgetary control. Budgets shown in the financial statements for these funds were prepared on a basis not significantly different from the modified accrual basis used to reflect actual results and consist only of those amounts contained in the formal budget approved and amended by the Board.

In the body of the financial statements, the actual and budgeted expenditures for the budgetary fund have been shown on a function basis. The approved budget for the funds was adopted on a function basis.

For budgetary purposes appropriations lapse at fiscal year end.

E. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental column in the government-wide financial statements. All capital assets are valued at historical cost or estimated historical cost if actual historical is not available. Donated assets are valued at their fair market value on the date donated. Repairs and maintenance are recorded as expenses. Renewals and betterments are capitalized. Interest is capitalized during the construction period on property, plant and equipment.

Assets capitalized have an original cost of \$5,000 or more and over one year of useful life. Depreciation has been calculated on each class of depreciable property using the straight-line method. Estimated useful lives are as follows:

Vehicles	5 – 20 years
Equipment	3 – 10 years

F. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Notes to Financial Statements

December 31, 2007

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

- A. We noted no violations of legal provisions and/or contractual provision of various agreements related to financial matters.
- B. All funds had positive fund balances at December 31, 2007.
- C. Public Act 621 of 1978, Section 18, provides that a local unit shall not incur expenditures in excess of the amount appropriated. During the year ended December 31, 2007, no violations of Act 621 of 1978 were noted.

NOTE 3 - DEPOSITS WITH FINANCIAL INSTITUTIONS

A. Legal Provisions for Deposits and Investments

Act 20, Public Acts of 1943, as amended by Act 217, Public Acts of 1982, and Act 196, Public Acts of 1998, states that the Board, by resolution, may authorize the Treasurer to invest surplus funds as follows:

- 1. In bonds, securities, and other direct obligations of the United States or an agency or instrumentality of the United States.
- 2. In certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution but only if the financial institution complies with subsection (2).
- 3. In commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and which matures not more than 270 days after date of purchase.
- 4. In repurchase agreements consisting of instruments defined in (1) above.
- 5. In bankers' acceptances of United States Banks.
- 6. In obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 1 standard rating service.
- 7. In mutual funds registered under the investment company act of 1940 with the authority to purchase only investment vehicles that are legal for direct investment by local units of government in Michigan.

Tobin & Co.

Grand Traverse Fire Department -- Rural Division

Notes to Financial Statements

December 31, 2007

NOTE 3 - DEPOSITS WITH FINANCIAL INSTITUTIONS (Continued)

B. Types of Deposits and Investments

The Fire Department has \$433,958 deposited with local banks at December 31, 2007 with a carrying value of \$431,328. Interpreting the FDIC insurance coverage, \$100,000 per demand deposit account and \$100,000 per time deposit account in each depository, the Fire Department had \$233,752 of uninsured deposits at December 31, 2007.

NOTE 4 - CAPITAL ASSETS

	<u>12/31/06</u>	<u>Additions</u>	<u>Deletions</u>	<u>12/31/07</u>
Governmental Activities:				
Vehicles	\$ 3,770,040	\$ -	\$ 280,000	\$ 3,490,040
Equipment	<u>71,520</u>	<u>54,669</u>	<u>-</u>	<u>126,189</u>
	3,841,560	54,669	280,000	3,616,229
Less Accumulated				
Depreciation	<u>(1,561,420)</u>	<u>(251,047)</u>	<u>(280,000)</u>	<u>(1,532,467)</u>
Governmental Activities				
Capital Assets, Net	<u>\$ 2,280,140</u>	<u>\$ (196,378)</u>	<u>\$ -</u>	<u>\$ 2,083,762</u>

NOTE 5 - LONG-TERM DEBT

Long-term debt at December 31, 2007 consisted of a 4.23% installment note payable to a local bank, maturing \$189,763 annually including interest on December 1, collateralized by two fire trucks.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Notes to Financial Statements

December 31, 2007

NOTE 5 - LONG-TERM DEBT (Continued)

Changes in long-term debt:

	<u>Balance</u> <u>12/31/06</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance</u> <u>12/31/07</u>
4.23% Installment Note Payable	\$ 839,646	\$ -	\$ 155,529	\$ 684,117
Accrued Compensated Absences	<u>3,042</u>	<u>-</u>	<u>3,042</u>	<u>-</u>
	<u>\$ 842,688</u>	<u>\$ -</u>	<u>\$ 158,571</u>	<u>\$ 684,117</u>

Schedule of long-term debt payments for December 31,

	<u>Installment Note</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008	\$ 160,825	\$ 28,938	\$ 189,763
2009	167,629	22,135	189,764
2010	174,718	15,045	189,763
2011	<u>180,945</u>	<u>7,654</u>	<u>188,599</u>
	<u>\$ 684,117</u>	<u>\$ 73,772</u>	<u>\$ 757,889</u>

NOTE 6 - INVENTORIES

The Rural Fire Department does not maintain a substantial inventory of supplies or materials. Purchases are normally made as needed, and the items are recorded as expenses at time of purchase.

NOTE 7 - LEASED EMPLOYEES

During the audit year the Department's Fire Chief and Fire Prevention Officer were leased from the Grand Traverse Metro Fire Department, reimbursing that entity on a monthly basis for salary and all related employment taxes and benefits.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Notes to Financial Statements

December 31, 2007

NOTE 8 - OPERATING LEASES

During the audit year the Department leased office space on a month-to-month basis from the Grand Traverse Metro Fire Department. Total rent expense under this lease was \$13,800 for the audit year. In November 2007 the Department entered into a three year lease of office facilities at a new location. Monthly rent is \$1,600 plus routine and preventative maintenance and utilities. The lease is renewable for two additional years in one year increments with a 3% rent increase per year for each renewal. In addition, the Department leases six fire stations from associated Townships at \$1,000 each per quarter under month-to-month leases. Total rent expense under these leases was \$24,000 for the audit year. Guaranteed minimum lease payments under the above leases are:

2008	\$ 19,200
2009	19,200
2010	<u>19,200</u>
	<u>\$ 57,600</u>

NOTE 9 - RISK MANAGEMENT

The Department is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and firefighters; and natural disasters. During the audit year, the Department addressed these risks through the purchase of commercial insurance. There was no significant reduction of insurance coverage from prior years nor have the amounts of any settlements exceeded insurance coverage in any of the past three fiscal years.

NOTE 10 - COMPENSATED ABSENCES

Full-time Department leased employees earned vacation leave, which may either be taken or accumulated, with a maximum carryover to a succeeding year of 5 days (more if approved by Department head), until paid upon termination or retirement. Department employees earn personal leave which may either be taken or accumulated and carried over to a maximum of 24 days. All unused accumulated leave was paid at December 31, 2007.

NOTE 11- POST RETIREMENT BENEFITS

For the audit year full-time leased employees who retire are provided health care insurance for the retiree and their spouse. This coverage is provided for retirees at a minimum age of 60. In addition, Medicare "filler" coverage is provided for all retirees and their spouses who are covered under the Medicare benefits program. The cost of these benefits will be forwarded to the Rural Division by the lessor on a pay-as-you-go basis. Because of variations in retiree conditions and benefits usage, the present value of future benefits is not determined, but may be material.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Notes to Financial Statements

December 31, 2007

NOTE 12- RETIREMENT PLAN AND SUBSEQUENT EVENT

Beginning January 1, 2008, the Department will no longer lease employees. Therefore, the Board established a defined contribution pension plan. The Department will make contributions for all eligible employees at a rate of 16.2% of plan year compensation. Employees are required to contribute 6.2% of plan year compensation. All employees are eligible to participate. Vesting is immediate and 100% at all times. The Department is the plan administrator.

SUPPLEMENTAL DATA SECTION

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Schedule 1

Page 1

Statement of Revenues, Expenditures and Changes in Fund Balance

General Fund

For the Year Ended December 31, 2007

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u> <u>Favorable</u> <u>(Unfavorable)</u>
	<u>Original</u>	<u>Amended</u>		
<u>Revenues</u>				
Contributions from Local Units:				
Blair Township	\$ -	\$ -	\$ 193,515	\$ -
Fife Lake Township	-	-	49,806	-
Grant Township	-	-	28,456	-
Green Lake Township	-	-	155,563	-
Long Lake Township	-	-	229,574	-
Mayfield Township	-	-	36,184	-
Paradise Township	-	-	105,663	-
Union Township	-	-	10,582	-
Whitewater Township	-	-	92,877	-
Springfield (Kalkaska County) Township	-	-	28,736	-
Total	<u>930,956</u>	<u>930,956</u>	<u>930,956</u>	<u>-</u>
Charges for Services:				
Fireworks Standby	-	-	3,860	-
Fire Run Reports	-	-	1,900	-
Total	<u>10,000</u>	<u>13,860</u>	<u>5,760</u>	<u>(8,100)</u>
Interest and Rents:				
Interest	<u>7,000</u>	<u>18,000</u>	<u>19,336</u>	<u>1,336</u>
Total	<u>7,000</u>	<u>18,000</u>	<u>19,336</u>	<u>1,336</u>
Other:				
Sale of Fixed Assets	27,000	27,000	26,901	(99)
Refunds and Reimbursements	-	8,700	9,981	1,281
Total	<u>27,000</u>	<u>35,700</u>	<u>36,882</u>	<u>1,182</u>
Total Revenues	<u>974,956</u>	<u>998,516</u>	<u>992,934</u>	<u>(5,582)</u>

The Notes to the Financial Statements are an integral part of this statement.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Schedule 1

Page 2

Statement of Revenues, Expenditures and Changes in Fund Balance

General Fund

For the Year Ended December 31, 2007

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Amended</u>		
<u>Expenditures</u>				
Personnel:				
Salaries and Wages	-	-	41,029	-
Leased Employees	-	-	178,537	-
Social Security and Medicare	-	-	3,049	-
Total	<u>215,489</u>	<u>222,954</u>	<u>222,615</u>	<u>339</u>
Commodities:				
Office Supplies	-	-	1,229	-
Safety Equipment	-	-	3,349	-
Other Supplies	-	-	8,527	-
Uniforms and Accessories	-	-	24,671	-
Fuel, Oil and Grease	-	-	27,751	-
Total	<u>67,600</u>	<u>67,600</u>	<u>65,527</u>	<u>2,073</u>
Contractual Services:				
Legal Fees	-	-	4,013	-
Audit	-	-	2,310	-
Dues	-	-	2,393	-
Township Contracts and Fire Runs	-	-	12,472	-
Hazardous Material Support	-	-	3,000	-
Telephone	-	-	790	-
Total	<u>26,572</u>	<u>26,572</u>	<u>24,978</u>	<u>1,594</u>

The Notes to the Financial Statements are an integral part of this statement.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Schedule 1

Page 3

Statement of Revenues, Expenditures and Changes in Fund Balance

General Fund

For the Year Ended December 31, 2007

	<u>Budgeted Amounts</u>			<u>Variance</u>
	<u>Original</u>	<u>Amended</u>	<u>Actual</u>	<u>Favorable</u>
				<u>(Unfavorable)</u>
<u>Expenditures (continued)</u>				
Other Charges:				
Insurance	-	-	48,306	-
Equipment Maintenance and Repairs –				
Stations	-	-	23,183	-
Radio Maintenance and Repairs –				
Stations	-	-	9,449	-
Vehicle Maintenance and Repairs –				
Stations	-	-	63,112	-
Office Space Rental	-	-	13,800	-
Station Rental	-	-	24,000	-
Employee Training	-	-	22,791	-
Computer Support	-	-	925	-
Appropriations – Administration	-	-	87,234	-
Rescue Supplies	-	-	2,935	-
Total	<u>279,084</u>	<u>305,531</u>	<u>295,735</u>	<u>9,796</u>
Capital Outlay:				
Radios	-	-	2,999	-
Office Furniture and Equipment	-	-	35,976	-
Machinery and Equipment	-	-	32,662	-
Total	<u>187,500</u>	<u>186,600</u>	<u>71,637</u>	<u>114,963</u>
Debt Service:				
Principal	-	-	155,529	-
Interest	-	-	34,234	-
Total	<u>191,345</u>	<u>189,845</u>	<u>189,763</u>	<u>82</u>
Contingency	<u>7,366</u>	-	-	-
Total Expenditures	<u>974,956</u>	<u>999,102</u>	<u>870,255</u>	<u>128,847</u>
<u>Excess Revenue (Expenditures)</u>	<u>-</u>	<u>(586)</u>	<u>122,679</u>	<u>123,265</u>

Tobin & Co.

Grand Traverse Fire Department -- Rural Division

Schedule 1

Page 4

Statement of Revenues, Expenditures and Changes in Fund Balance

General Fund

For the Year Ended December 31, 2007

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Amended</u>		
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	<u>-</u>	<u>586</u>	<u>586</u>	<u>-</u>
Total	<u>-</u>	<u>586</u>	<u>586</u>	<u>-</u>
<u>Excess Revenues (Expenditures) and Other Financing Sources (Uses)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>123,265</u>	<u>\$ 123,265</u>
Fund Balance -- Beginning of Year			<u>225,058</u>	
Fund Balance -- End of Year			<u>\$ 348,323</u>	

The Notes to the Financial Statements are an integral part of this statement.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Schedule 2

Statement of Revenues, Expenditures and Changes in Fund Balance

Equipment Replacement Fund

For the Year Ended December 31, 2007

	<u>Original and Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>Revenues</u>			
Total	\$ _____ -	\$ _____ -	\$ _____ -
<u>Expenditures</u>			
Total	_____ -	_____ -	_____ -
<u>Excess Revenues (Expenditures)</u>	-	-	-
<u>Other Financing Sources (Uses)</u>			
Operating Transfers Out	_____ -	_____ (586)	_____ -
Total	_____ -	_____ (586)	_____ -
<u>Excess Revenues (Expenditures) and Other Financing Sources (Uses)</u>	\$ _____ -	(586)	\$ _____ -
Fund Balance – Beginning of Year		_____ 597	
Fund Balance – End of Year		\$ _____ 11	

The Notes to the Financial Statements are an integral part of this statement.

Tobin & Co.

Grand Traverse Fire Department – Rural Division

Schedule 3

Statement of Revenues, Expenditures and Changes in Fund Balance

Public Improvement Fund

For the Year Ended December 31, 2007

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Amended</u>		
<u>Revenues</u>				
Earned Interest	\$ 2,500	\$ 2,500	\$ 3,391	\$ 891
Total	2,500	2,500	3,391	891
<u>Expenditures</u>				
Total	-	-	-	-
<u>Excess Revenues (Expenditures)</u>	<u>\$ 2,500</u>	<u>\$ 2,500</u>	3,391	<u>\$ 891</u>
Fund Balance – Beginning of Year			83,172	
Fund Balance – End of Year			<u>\$ 86,563</u>	

The Notes to the Financial Statements are an integral part of this statement.